



Field Sampling and Testing Qualification Program

September 5 – 8, 2017

For Consultants

Field Sampling and Testing Qualification Program

September 5 - 8, 2017

The Personnel Qualification Program for Field Sampling & Testing has been developed for the purpose of qualifying persons in the sampling and testing methods for which they have demonstrated the knowledge and ability to properly perform the procedures required by those methods. A two part (written and performance) qualification examination for the Concrete, the Asphalt, and the Soils and Aggregate Field Sampling and Testing Units will be held at the Materials Testing & Research Branch, 2530 Likelike Highway, Honolulu, Hawaii 96819 on the following dates:

September 5, 2017
(Asphalt Unit)

September 6 & 7, 2017
(Soils & Aggregate Unit)

September 8, 2017
(Concrete Unit)

Notes:

1. Personnel arriving late for the Exams will not be allowed to take the written or performance exam and will have to be rescheduled for the next set of examinations.
2. Personnel with expired qualification must be re-qualified in order to perform field sampling and testing of materials on all HDOT Highway construction projects.
3. In the event a participant with qualification time remaining from their previous examination for the Asphalt Unit, the Concrete Unit, or the Soils and Aggregate Unit fails the September 2017 qualification examination for any of those Units, the participant will lose their qualification time remaining for the Units that the participant failed.
4. Current and valid ACI certification can be used in lieu of taking the Concrete Unit examination. Submit a copy of your ACI certification to be HDOT qualified for the sampling and test methods in the Concrete Unit.



Schedule of Events

Asphalt Unit

September 5, 2017
7:15 a.m. – 3:00 p.m.

Written & Performance Exam – Bituminous (Asphalt) Unit
(Maximum 24 persons)

Soils and Aggregate Unit

September 6, 2017
7:30 a.m. – 3:00 p.m.

Written & Performance Exam – Soils & Aggregate Unit
(Maximum 12 persons)

September 7, 2017
7:30 a.m. – 3:00 p.m.

Written & Performance Exam – Soils & Aggregate Unit
(Maximum 12 persons)

Concrete Unit

September 8, 2017
7:45 a.m. – 3:00 p.m.

Written & Performance Exam – Concrete Unit
(Maximum 12 persons)

Notes:

1. No classroom, hands-on training, or practice training will be provided. Participants should prepare themselves to be knowledgeable and capable of performing the applicable sampling and testing methods properly.
2. A study guide which includes copies of the sampling and testing methods will be provided to each participant prior to the examination dates.
3. Appropriate wear is recommended and shoes are required during practical examinations.

Exam & Registration Information

THE EXAMINATION

The two-part (written and performance) examination will include the following test methods:

Bituminous (Asphalt) Materials Unit

1. AASHTO T40 – Sampling Bituminous Materials
2. AASHTO T168 – Sampling Bituminous Paving Mixtures

Soils and Aggregate Materials Unit

3. AASHTO T2 – Sampling Aggregates
4. Hawaii HDOT TM1 – Density of Soil In-Place by the Sand Cone Method
5. Hawaii HDOT TM3 – Field Determination of Moisture Contents in Soils

Concrete Materials Unit

6. AASHTO T23 – Making and Curing Concrete Specimens in the Field
 - a. Cylinders
 - b. Beams
7. AASHTO T119 – Slump of Hydraulic Cement Concrete
8. AASHTO R60 – Sampling Freshly Mixed Concrete
9. ASTM C1064 – Temperature of Freshly Mixed Portland Cement

REGISTRATION FOR EXAMINATIONS

To register for the qualification examinations, complete forms (HDOT-TPQP-1 and HDOT TPQP-2) and mail the forms to the Materials Testing and Research Branch with a check for registration fees payable to Hawaii Department of Transportation with the following address label:

Materials Testing and Research Branch
Attn: FSTQP
2530 Likelike Highway
Honolulu, Hawaii 96819

DEADLINE: Registration form & payment must be received by the MTRB by 4:30 p.m. on August 1, 2017.

Last day to cancel and receive a refund is **August 4, 2017**. To request cancellation and a refund, please contact Ms. Faith Keene at (808) 832-3404 or e-mail her at Faith.F.Keene@hawaii.gov.

No credit will be given.

If you have any questions on registration, please contact Ms. Faith Keene by phone at (808) 832-3404 or e-mail at Faith.F.Keene@hawaii.gov.

Examination Procedures

Field Sampling and Testing

Qualification Program

QUALIFICATION REQUIREMENTS

1. Participants who have passed both the written and performance examinations for the test methods in the Asphalt Unit, the Concrete Unit, or the Soils and Aggregates Unit will be qualified for that Unit and a certificate with their qualifications will be issued to the participant.
2. Failure in either the written examination or the performance examination of a test method in the Asphalt Unit, the Concrete Unit, or the Soils and Aggregate Unit will constitute failure to qualify for the Unit in which the failure occurred.
3. Participants with time remaining on their existing qualification will forfeit their qualification time remaining for the Units in which the participants failed to obtain qualification through the September 2017 examination.

WRITTEN EXAMINATION

1. Closed book exam.
2. Questions will not be allowed during the examination.
3. Calculators are allowed for the examination but may not be shared.
4. The examiner will collect all examination papers and used scratch paper.
5. Participant must pass with a minimum score of 70% on each test method.
6. The participant must pass the written exams for 50 percent or more of the test methods in a Unit to continue on with the examination for that Unit,
7. If the participant passes 50 percent or more of the written exams for the test methods in a Unit, the participant will be allowed one retake of the written exams for the test methods that the participant failed in the Unit. Failure of a written exam retake for any of the test methods in a Unit is failure to obtain qualification for that Unit.

PERFORMANCE EXAMINATION

1. Closed book exam.
2. Coaching from the examiner will not be allowed during the examination.
3. Each examination shall be completed within the time limit designated for that test method.
4. The participant may be required to verbally describe material sampling procedures if performance of the method is not practical or feasible.
5. The participant shall perform all of the required procedures for each test method. Omission of one or more of the required procedures for a test method will constitute failure of that test method. The Examiner may allow certain procedures to be accelerated. Inability to complete the test procedures within the designated time limit will constitute a failure of the test method.
6. If the participant notices an error that was made during the performance of the test method, the participant will be allowed one restart for each test method.
7. The participant must pass the performance exams for 50 percent or more of the test methods in a Unit to continue on with the examination for that Unit.
8. If the participant passes 50 percent or more of the test methods in a Unit, the participant will be allowed one retake of the performance exams for the test methods that the participant failed in that Unit. Failure of a performance exam retake for any of the test methods in a Unit is failure to obtain qualification for that Unit.

Hawaii Transportation Personnel Qualification Program Registration Form

Deadline: August 1, 2017

Check one:

☐ Initial Qualification

☐ Renewal of Qualification

PARTICIPANT CONTACT INFORMATION

Name: _____ Phone: _____

Position Title: _____

E-mail Address: _____

Employer's Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

If Participant's employer is making class arrangements please include the following information.

Contact Name: _____ Phone: _____

Contact E-mail Address: _____

Study Guides: ☐ Mail ☐ Pick-up

NOTE:

Participants should bring their own lunch, a pocket calculator, pen, and pencils.

DESIRED QUALIFICATIONS

☐ Bituminous (Asphalt) Unit \$100

☐ Soils & Aggregate Unit \$100

☐ Concrete Unit \$300

Examination Fee

TOTAL _____

Office use only:

Check #: _____ Study Guides LB: _____ LG: _____ LS: _____

Amount: _____ Certificates LB: _____ LG: _____ LS: _____

Transportation Personnel Qualification Program (TPQP)

Qualification carries inherent rights and responsibilities. These rights include being exclusively sanctioned along with others so qualified by TPQP to perform sampling, testing, and reporting of test results for quality control and quality assurance programs. These responsibilities include performing and reporting tests with the accuracy and precision expected of the individual in accordance with the required test procedures. By signing this document the individual agrees to abide by all of the terms of the TPQP and as set forth by the contracting agency.

RIGHTS AND RESPONSIBILITIES AGREEMENT

This document affirms that _____ hereinafter
(print name)

the applicant, desires to be qualified by the Transportation Personnel Qualification

Program (TPQP) in the: ☐ Bituminous (Asphalt) Unit

☐ Soils & Aggregate Unit

☐ Concrete Unit

The applicant should also be aware that both State and Federal laws may govern construction projects, including Title 18, United State Code, Section 1020, that in brief states that anyone making falsifications on Federal-aid projects,

“Shall be fined not more than \$10,000 or imprisoned not more than five years, or both.”

I, _____, have read, understand, and agree to abide by the rights, responsibilities, and penalties associated with receipt of this qualification.

Signature

Date

Highways Division

State of Hawaii Department of Transportation

Highways — Materials Quality Assurance Program

The Materials Quality Assurance (QA) Program represents the Hawaii Department of Transportation, Highways Division's recognition of its responsibility and commitment to ensure that materials incorporated into highway construction projects conform substantially to requirements of the plans and specifications. This program provides uniform, statewide procedures to ensure personnel are capable of performing materials sampling and testing in accordance with test methods used in the program.

All personnel performing field sampling and testing of materials for all State Highway construction projects (Federal & State funded) and all County Federal-Aid projects on the National Highway System (NHS), shall be qualified per the QA Program's Personnel Qualification Program of the Quality Assurance Manual for Materials. In accordance with Title 23 CFR, Part 637, the sampling and testing has to be performed by qualified sampling and testing personnel.

Personnel must successfully pass a two-part (written and performance) examination to become qualified to perform field sampling and testing of materials for all State Highways construction projects and all County Federal-Aid projects on the NHS.

Personnel who successfully pass the two-part examination will receive a 5-year

qualification certificate. All qualified personnel must requalify every 5 years. To requalify for another 5 years, personnel must successfully pass the two-part examination.

Personnel who are qualified and are actively performing field sampling and testing of materials on various State Highways construction projects and all County Federal-Aid projects on the NHS, shall participate in the MTRB's Independent Assurance (IA) Program on an annual basis.

The purpose of the IA program is to provide uniform, statewide procedures to ensure personnel qualified under the Personnel Qualification Program remain capable of performing sampling and testing correctly, and to ensure testing equipment is checked and calibrated.

Personnel from the MTRB will schedule the annual IA evaluation with the Quality Assurance (QA) Officer at the four Highways District Offices (Oahu, Hawaii, Maui & Kauai). If you have any questions concerning the program, please contact Wayne Kawahara by phone at (808) 832-3405 ext. 111 or by e-mail at wayne.kawahara@hawaii.gov.



Materials Testing and Research Branch
Hawaii DOT – Highways Division
2530 Likelike Highway
Honolulu, Hawaii 96819 – 2928